

**TOWN OF FLORENCE  
PLANNING AND ZONING COMMISSION  
REGULAR MEETING MINUTES**

**REGULAR MEETING OF THE PLANNING AND ZONING COMMISSION OF THE TOWN OF FLORENCE HELD THURSDAY, April 19, 2018, AT 6:00 P.M., IN THE TOWN COUNCIL CHAMBERS, LOCATED AT 775 N. MAIN STREET, FLORENCE, ARIZONA.**

**1. CALL TO ORDER**

Chairman Pranzo called the meeting to order at 6:00 pm

**2. ROLL CALL:**

Chairman Pranzo	Present
Vice-Chair Frost	Present
Commissioner Smidt	Present
Commissioner Shoppell	Absent

**A Quorum of Commissioners is present.**

**3. PLEDGE OF ALLEGIANCE**

- 4. DISCUSSION/APPROVAL/DISAPPROVAL** of the minutes of the minutes of the regular meeting conducted on March 15, 2018.

**On a motion by Chairman Pranzo, seconded by Vice-Chair Frost and carried to approve the March 15, 2018 minutes.**

**5. NEW BUSINESS**

**6. PRESENTATION BY DEVELOPMENT SERVICES**

**On a motion by Chairman Pranzo, seconded by Vice-Chair Frost and carried, the Commission adjourned to a Work Session to facilitate discussion.**

#### **A. Presentation and discussion regarding Overlay Zoning**

**Planning Manager Harmer presented a Power Point that introduced the Commission to the function and use of Overlay Zoning. He explained that this has been prompted for several reasons. First, the current Development Code has been found to have numerous flaws with regard to cross referencing, unclear or debatable definitions, inconsistencies between sections and general spelling and grammatical errors. Second, while we recognize that the entire Code should be updated, it is a long, arduous process and Overlay Zoning allows for individualized fix to specific geographical areas and situations. Third, Overlay Zonings allows the opportunity to address a specific individualized situation without impacting other similarly zoned areas.**

**Mr. Harmer then explained the methodology necessary to establish an Overlay Zone, including how to measure effectiveness.**

**Chairman Pranzo ask how an Overlay Zone relates to the General Plan. Mr. Harmer responded that the relationship is the same as the Development Code and General Plan. The General Plan is the policy and guidance document, while the Development Code and Overlay Zone enact those policies.**

**Vice-Chair Frost requested clarification as to public involvement in adopting an Overlay Zone. It was explained that public involvement is prescribed in the Development Code and has defined procedures.**

**On a motion by Chairman Pranzo, seconded by Commissioner Smidt and carried to adjourn from a Work Session and return to the Regular Meeting.**

#### **7. CALL TO THE PUBLIC/COMMISSION RESPONSE**

**Call to the Public for public comment on issues within the jurisdiction of the Planning and Zoning Commission. Individual Commission members may respond to criticisms made, may ask staff to review a matter raised or may ask that a matter be put on a future agenda. However, members of the Commission shall not discuss or take action on any matter during an open call to the public unless the matters are properly noticed for discussion and legal action.**

**There were no comments**

#### **8. CALL TO THE COMMISSION-CURRENT EVENTS ONLY.**

**There were no comments**

#### **9. ADJOURNMENT**

On a motion by Chairman Smidt, seconded by Vice-Chair Frost and carried to adjourn the meeting at 6:28 pm.

  
Chairman Gary Pranzo

  
Date